

STAVIS SEAFOODS, INC.

AMMONIA REFRIGERATION MANAGEMENT PROGRAM

STANDARD OPERATING PROCEDURES — AMMONIA UNLOADING (LOAD-IN) PROCEDURE

Ammonia Unloading Procedure (Load-in Procedure)

Objective	This procedure is established to set forth Standard Operating Procedures (SOPs) for unloading ammonia from a tank truck to the ammonia refrigeration system.
Purpose	The purpose of the SOP is to provide the procedures for safely unloading ammonia to the ammonia refrigeration system.
Concerns	Careful attention to the level of ammonia in the high-pressure receiver and the condition of the unloading hose, which should be verified to be with in date and is approved for ammonia work. It is important to this procedure because a release of ammonia can occur. Among the incidents we are trying to prevent are: Injury to operator(s) during the ammonia unloading procedure Potential fire and explosion due to formation of a flammable atmosphere and providing an ignition source
Department	Maintenance
Operator/ Responsibility	Facility Manager – Nick Buttera
Equipment	Main liquid ammonia intake port is located on the controlled pressure vessel, (CPR).
Location	Southwest corner of the building in controlled pressure vessel, (CPR) room.
Related documents	Inspection and Maintenance Records — in the Facility Manager's office. System Log Book — in the Facility Manager's office. Manufacturer's Installation and Operations documents — in the Facility Manager's office Block Diagrams — in the PSM/RMP Program document —Facility Managers office. P&IDs - in the PSM/RMP Program document — Facility Managers office. Ammonia MSDS — in Right to Know notebook located in the hall at battery charging station. Copies of all documents — Facility Managers office.
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